

REGULAR MEETING AGENDA
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
November 15, 2022 at 6:00pm
700 Box Butte Ave. Hemingford, NE. 69348
Zoom Virtual Meeting information
Meeting ID 861 3135 4223 Passcode 338032

Pledge of Allegiance

Opening Prayer

Meeting Call to Order

Roll Call

Public Meeting Information

1. Consent Calendar
 - a. Minutes of the October 18, 2022 Regular meeting.
 - b. Claims against the Village of **\$35,955.33**
 - c. Claims against the Utilities of **\$84,350.93**
 - d. Claims against the Hemingford Community Care Center of **\$745.00**
 - e. October 2022 Village Financial Statements and bank reconciliations.
 - f. October 2022 Library Report.
 - g. Reappointment of Ryan Gasseling to the Hemingford Community Redevelopment Authority for a 5-year term.
2. Discussion and possible action: Presentation of Fiscal Year 2021 Village of Hemingford and Hemingford Community Care Center Audits. - **Jim Gardner.**
3. Discussion and possible action: Acceptance and approval of the Fiscal Year 2021 Village of Hemingford and Hemingford Community Care Center Audits.
4. Discussion and possible action: Approval of the Professional Services Agreement with MC Schaff for the Drinking Water Project Planning Activities and Report Grant. -**Mike Olsen**
5. Review of drinking water test well RFP's (Request for Proposal) – **Mike Olsen**
6. Discussion and possible action: Approval of Resolution 2022-11 Year End Certification of City Street Superintendent. -**Barb Straub**
7. Discussion and possible action: Approval of Employee Safe Workplace incentives for 365 days without an accident, Incentives to be paid to employees the first week of December. Total amount of incentive is \$2040, this includes \$250 for 6 full time employees and \$100 for 5 part time employees. - **Barb Straub**
8. Discussion and possible action: Use of Keno funds to purchase new string lights for the Village Christmas Tree, as well as replacement bulbs for both the tree lights and the ornaments. – **Barb Straub**

9. Discussion and possible action: Nebraska Bank Line of Credit options for repayment or extension. – **Barb Straub**
10. Discussion and possible action: Purchase of Sweatshirts or jackets for the Village Employees embroidered with " Village of Hemingford" – **John Annen**
11. Utilities Department Report: Johnson Service has been to town to do some annual cleaning and camera work on our sewer system, Sargent Drilling came to town and did our well efficiency tests for the year, we have not received the official report but the guys performing the test said all looked normal. We have begun to service equipment and rotate the summer equipment into storage and getting the snow removal equipment out. - **Kyle Huss**
12. Administrators Report: A State of Nebraska Drinking Water Revolving Fund Planning Grant was awarded to the Village in the amount of \$20,000. As a result of the 2021 Audits for the Village and the Care Center being filed with the State Auditor's Office, Highway allocation funds have been released. On 11/09/22 \$61,240.79 was deposited into the Village bank account. Monthly Box Butte County Sheriff's Office report was unavailable at the time of agenda preparation. For 2022 there has been \$1433.92 in bad debt written off. Code Enforcement Officer is making great progress, Kyla would like to take online courses to become a certified Building Inspector. 2022 Election Results, Riki Hunter retained her seat on the Board and Will Mahoney will fill the seat vacated by John Annen. Will and Riki will begin their new terms on December 20, 2022 – **Barb Straub**
13. Code Enforcement Report: Review and summary of Monthly Code enforcement report in the Board Packet. - **Kyla Cotant**
14. Discussion and possible action: Approval of the Code Enforcement Officer's ability to sign liability waivers in the event a vehicle needs towed. **Kyla Cotant**
15. Public Comment: No action may be taken on issues raised and comments will be limited to 3 minutes each.

Executive Session: Council reserves the right to enter into closed session if deemed necessary and the item is on the agenda.

	15-Nov	Village	
BankCard Center		fees/supplies/advertising	\$274.40
Barco Municipal Products Inc		street signs	\$909.24
Bauerkemper's Inc		repair parts	\$74.06
Bernie's Ace Hardware		supplies	\$35.30
Box Butte County Sheriff's Office		Interlocal Agreement	\$11,000.00
Bytes Computer & Network Solutions		contract service	\$38.66
Cabins and Clover		office cleaning	\$150.00
Caselle Inc		software support	\$346.66
Century Business Products		copier lease/copy count	\$75.57
Colleen Garner		library back door replacement	\$280.09
Darren's Carquest		repairs/oil	\$451.28
Farmers COOP		supplies	\$32.99
Flannel Brothers		Cemetery stump grinding	\$634.50
Gardner Loutzenhiser & Ryan		Budget Preparation	\$700.42
Hemingford Coop Telephone		phone	\$535.67
Huss Auto		repairs	\$171.10
Kyla Cotant		reimburse for business cards	\$30.11
M29 Technology and Design		myboard packet subscription	\$200.00
Macqueen Equipment		repairs	\$265.90
Mainstreet Designs		tree lights/replacement bulbs	\$1,950.26
MC Schaff		pro fees 1& 6 plan	\$625.00
MC Signs and Decals		library door hours sign	\$35.00
Michael Todd		sign posts	\$411.06
Mobius		library internet	\$25.00
Nebraska Total Office		supplies	\$242.54
Simmons Olsen Law Firm		pro fees	\$1,825.00
Sturdevants		supplies/repairs	\$514.33
SWANN		Tire disposal	\$6.00
Viaero		cell phone	\$105.24
Westco		fuel	\$573.24

for approval

Payroll	20-Oct	\$7,015.55
Payroll	3-Nov	\$6,421.16
Total		\$35,955.33

	15-Nov	Utilities		
BankCard Center		supplies/postage	\$218.89	
Black Hills Energy		heat	\$219.41	for approval
Bytes Computer & Network Solutions		contract service	\$77.34	
Cabins and Clover		office cleaning	\$150.00	
Caselle Inc		software support	\$693.34	
Century Business Products		printer lease/copy count	\$151.15	for approval
Chadron Motor Company		repairs	\$170.99	
Darren's Carquest		oil	\$292.00	
DHHS		water testing	\$15.00	
Dorothy Ray		utilities refund	\$56.45	
Gardner Loutzenhiser & Ryan		Budget Preparation	\$1,400.84	
H & H		trash hauling	\$4,198.02	
Hemingford Coop Telephone		phone	\$413.34	
Lawson Products		safety equipment	\$293.91	
Municipal supply Inc		sewer supplies	\$253.38	
Nebraska Public Power District		purchased power	\$32,338.95	
Nebraska Total Office		supplies	\$95.54	
One Call Concepts		diggers hotline	\$6.78	
Purchase Power		postage	\$270.99	for approval
Solutions EAP		contract service	\$36.85	
Sorensen Irrigation		supplies	\$34.09	for approval
Sturdevant		supplies/repairs	\$381.10	
SWANN		trash disposal	\$6,778.66	
Valor General Store		supplies	\$112.39	
Viaero		cell phone	\$63.10	
VS Hemingford Solar		PPA Solar Agreement	\$11,489.09	
Wesco		supplies	\$114.00	
Westco		fuel	\$142.48	
Western Nebraska Papers		advertising	\$117.90	
Payroll			20-Oct	\$11,788.97
Payroll			3-Nov	\$11,975.98
Total				\$84,350.93

	15-Nov	HCCC		
West Bend		W/C insurance premium	\$745.00	for approval